

**77-28b-4 Role of the classification officer.**

- (1) The classification officer of each correctional institution shall be provided with the eligibility requirements of each prisoner transfer treaty.
- (2) The classification officer shall forward Form I, Transfer Inquiry, to all offenders identified as having national or citizenship status in a party nation.
- (3) Upon receipt of Form I, Transfer Inquiry, the offender may indicate he is:
  - (a) interested in pursuing a transfer by signing Form I and returning it to the classification officer along with proof of citizenship; or
  - (b) not interested in pursuing a transfer by returning Form I to the classification officer without proof of citizenship.
- (4) If the offender indicates on Form I, Transfer Inquiry, that he is interested in pursuing a transfer, the institution classification officer shall complete Form II, Inmate Information Provided to Treaty Nation, and Form III, Notice Regarding International Prisoner Transfer.
- (5) The following forms, provided by the federal government, shall be completed and forwarded in triplicate by the classification officer to the superintendent of the institution:
  - (a) Form I, Transfer Inquiry;
  - (b) Form II, Inmate Information Provided to Treaty Nation;
  - (c) Form III, Notice Regarding International Prisoner Transfer;
  - (d) proof of citizenship;
  - (e) statement of offender's eligibility;
  - (f) presentence report;
  - (g) classification assessment;
  - (h) current psychological and medical reports;
  - (i) signed release of confidential information forms;
  - (j) criminal history sheet; and
  - (k) judgments of conviction or certification to be tried as an adult.

Enacted by Chapter 324, 1990 General Session